

Town of Dunstable Treasurer/Collector Position

The Town of Dunstable, MA (Population 3,400 +/-) seeks candidates for the position of Treasurer/Collector to manage all town collections and revenues, investments, and disbursement of funds for town obligations, including reconciliation of all town funds, receivables, and grants. The Treasurer/Collector also serves as the de facto HR and benefits administrator.

A full job description can be found on the Town's website: www.dunstable-ma.gov.

A Bachelor's in Accounting or Finance or three years of experience in municipal finance or equivalent is preferred. Certification as a Treasurer and Collector by the Massachusetts Collector/Treasurers' Association is desired.

Applications will be accepted until May 5, 2023.

The position is 25 hours per week during working hours at Town Hall – Monday through Thursday.

\$57,000 is the estimated starting salary DOQ.

Please submit a letter of interest and resume to Jason Silva at jsilva@dunstable-ma.gov or to Jason Silva, Town Administrator, Town Hall, 511 Main Street, Dunstable, MA 01827.

Contact Jason Silva at 978-649-4515 extension 242 with questions.